

USELESS PAPERS IN THE FILES OF POST-OFFICE
DEPARTMENT.

LETTER

FROM

THE POSTMASTER-GENERAL,

REQUESTING

THAT A JOINT COMMITTEE OF THE TWO HOUSES OF CONGRESS
BE APPOINTED TO EXAMINE THE USELESS PAPERS IN THE
FILES OF HIS DEPARTMENT AND THE REPORT SUBMITTED
THEREON, AND TO MAKE REPORT OF SUCH EXAMINATION
AND SUBMIT RECOMMENDATION AS TO THE DISPOSITION OF
SAID PAPERS IN ACCORDANCE WITH THE PROVISIONS OF THE
ACT OF CONGRESS APPROVED FEBRUARY 16, 1889.

MARCH 4, 1904.—Referred to the Select Committee on Disposition of Useless Papers
in the Executive Departments and ordered to be printed.

POST-OFFICE DEPARTMENT,
OFFICE OF THE POSTMASTER-GENERAL,
Washington, D. C., March 3, 1904.

SIR: In accordance with the provisions of the act of Congress approved February 16, 1889, being "An act to authorize and provide for the disposition of useless papers in the Executive Departments," I have the honor to report that the files of this Department are burdened with an accumulation of old papers which are not needed or useful in the transaction of the current business of this Department and have no permanent value or historical interest; and to attach hereto, as required by the above-mentioned act, a concise statement showing the condition and character of such papers.

I have the honor to request that you will appoint, as required by said act, two Senators, who, with the two Representatives required to be appointed by the Speaker of the House, shall constitute a joint committee to which shall be referred this report, with accompanying statement of the condition and character of such papers, and who shall make an examination of such report and statement and the papers therein described and submit to the Senate and the House of Representatives a report of such examination and their recommendation, to the

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end that if they find that such files of papers or any part thereof are not needed or useful in the transaction of the current business of this Department, and have no permanent value or historical interest, they may be disposed of in the manner directed by the act above referred to.

Very respectfully,

H. C. PAYNE,
Postmaster-General.

The PRESIDENT OF THE SENATE.

POST-OFFICE DEPARTMENT,
FIRST ASSISTANT-POSTMASTER GENERAL,
Washington, February 26, 1904.

SIR: Referring to your letter of the 20th instant, there are in the supply division accumulated files and useless papers as follows:

Requisitions for steel postmarking stamps, requisitions for rubber stamps, and requisitions for inks and pads for the year 1903, and new office sheets for the years 1898, 1899, 1900, and 1901. These files are recommended for destruction.

There is nothing in the other divisions of this Bureau that it will be necessary to destroy.

Very respectfully,

J. J. HOWLEY,
Chief Clerk.

Mr. BLAIN W. TAYLOR,
Chief Clerk, Post-Office Department.

POST-OFFICE DEPARTMENT,
THIRD ASSISTANT POSTMASTER-GENERAL,
Washington, March 2, 1904.

SIR: In response to your letter of the 20th ultimo, asking for a report as to whether or not there is any accumulation of files of useless papers in this Bureau, I have to inform you that the following described files are not needed and are not useful in the transaction of the business of this Bureau. They have no permanent value or historical interest, and may therefore be disposed of as provided by law:

Miscellaneous copies of newspapers and periodicals which were accepted as second-class matter, and which are of no further value as a part of the files of the classification division of this Bureau. These are tied in bundles and are located on the ninth floor of this building.

Summaries of postal accounts furnished to the division of postal finance by post-office inspectors, also miscellaneous correspondence on unimportant routine business connected with the division of postal finance, all of which are more than four years old. These are also located on the ninth floor of this building.

Respectfully,

A. M. TRAVERS,
Chief Clerk Third Assistant Postmaster-General.

Mr. BLAIN W. TAYLOR,
Chief Clerk Post-Office Department.

POST-OFFICE DEPARTMENT,
OFFICE OF FOURTH ASSISTANT POSTMASTER-GENERAL,
Washington, D. C, February 12, 1904.

SIR: I have the honor to request that special authority be obtained from Congress for the destruction of certain old records pertaining to the files of the division of post-office inspectors and mail depredations, as follows:

Cases relating to registered matter, Class A, Nos. 109139 to 122710, both numbers inclusive, making a total of 13,572 cases, covering the period from December 28, 1897, to December 31, 1899, which have been closed "O. K." or "No loss."

Cases relating to the ordinary mail, Class B, Nos. 781323 to 920121, both numbers inclusive, making a total of 138,799 cases, covering the period from June 30, 1899, to January 2, 1900, and 100,050 new series, covering the period from January 2, 1900, to January 1, 1902, making an aggregate of 238,849 cases.

Cases relating to matter dispatched to or from foreign countries, Class F, Nos. 19018 to 47469, making a total of 28,452 cases, covering the period from June 30, 1899, to January 1, 1901.

Such cases as, from their special nature or for other reasons, it would be thought best to retain permanently to be excepted from the above list.

It is also desired that standing authority be obtained from Congress for the destruction of all B cases that have been closed and have remained on the files two years or more.

The above enumerated records are not necessary for reference, and, as the storage capacity assigned to this division is limited and about exhausted, it is desirable to destroy these records, and make room for work of later date.

Very respectfully,

C. A. CONRAD,
Acting Fourth Assistant Postmaster-General.

MR. BLAIN W. TAYLOR,
Chief Clerk Post-Office Department, Washington, D. C.

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